

BULLETIN BOARD AND DISPLAYS POLICY

Purpose:

The purpose of the library's bulletin board and displays policy is to make space freely available for information about City of Norwalk, Norwalk Easter Public Library, or events and/or programs sponsored by or benefiting non-profit organizations.

The City of Norwalk, including the Norwalk Easter Public Library, neither endorses nor sponsors the organizations or activities described in the brochures, fliers, pamphlets and other material displayed or distributed in the library. The display or distribution of this material is provided as a community service.

Guidelines

1. All materials must be evaluated for compliance under these guidelines and approved by the Library Director or his/her designee prior to distribution or posting. Unauthorized material may be discarded.
2. All materials are the responsibility of the individual or organization. Posted notices will clearly identify the organization responsible for the contents.
3. Content must meet existing laws regarding obscenity, libel, defamation of character, and invasion of privacy.
4. Materials may not advertise for-profit businesses or items for sale. This regulation includes, but is not limited to, the following: advertisements from individuals for child care, tutoring, music lessons, items for sale, boutiques, and garage sales.
5. Norwalk Easter Public Library reserves the right to remove time-dated material or materials which do not comply with library guidelines.
6. The Library Director or designee(s) retain the right to refuse any material for display and/or distribution even if it is within the guidelines. Basis for refusal may include size, content, appearance, or space limitations.

Adopted by the Norwalk Easter Public Library Board of Trustees April 11, 2016